

Title 18
ENVIRONMENTAL SUSTAINABILITY PROGRAMS
(formerly *ENERGY MANAGEMENT*)

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18.17.010 Definitions. The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

A. "Capital project" refers to a project with a scope that includes one or more of the following elements: acquisition of a site or acquisition of an existing structure, or both; program or site master planning; environmental analysis; design; construction; major equipment acquisition; reconstruction; demolition; or major alteration of a capital asset. A capital project shall include: a project program plan; scope; budget by task; and schedule.

B. "County green building team" or "green building team" means a group that includes representatives from county agencies with capital project or building management staff including, but not limited to, the department of transportation, the department of natural resources and parks, the department of executive services, the department of permitting and environmental review, the department of public health, the historic preservation program and the department of community and human services. The members represent staff with expertise in project management, construction management, architecture, landscape architecture, environmental planning, design, engineering, historic preservation and resource conservation, public health, building energy systems, building management, budget analysis and other skills as needed. The green building team provides assistance and helps to disseminate information to project managers in all county agencies.

C. "Facility" means all or any portion of buildings, structures, infrastructure, sites, complexes, equipment, utilities and conveyance lines.

D. "GreenTools program" means the support team located within the solid waste division of the department of natural resources and parks that provides green building technical assistance to county divisions, cities and the general public within King County.

E. "Integrative design process" means an approach to project design that seeks to achieve high performance on a wide variety of well-defined environmental and social goals while staying within budgetary and scheduling constraints. It relies on a multidisciplinary and collaborative team whose members make decisions together based on a shared vision and a holistic understanding of the project. It is an iterative

process that follows the design through the entire project life, from predesign through operation.

F. "Leadership in Energy and Environmental Design" or "LEED" means a voluntary, consensus-based national standard for developing high-performance, sustainable buildings, created by the United States Green Building Council.

G. "LEED-eligible building" means a project larger than five thousand gross square feet of occupied or conditioned space that meets the minimum program requirements for LEED certifications.

H. "Major remodel or renovation" means work that demolishes space down to the shell structure and rebuilds it with new interior walls, ceilings, floor coverings and systems, when the work affects more than twenty-five percent of a LEED-eligible building's square footage and the affected space is at least five thousand square feet or larger.

I. "Minor remodel or renovation" means any type of remodel or renovation that does not qualify as a major remodel or renovation.

J. "New construction" means a new building or structure.

K. "Present value" means the value on a given date of a future payment or series of future payments, discounted to reflect the time value of money and other factors such as investment risk.

L. "Retrocommissioning" is a detailed, systematic process for investigating an existing building's operations and identifying ways to improve performance. The primary focus is to identify operational improvements to obtain comfort and energy savings.

M. "Sustainable development practices" means whole system approaches to the design, construction and operation of buildings and infrastructure that help to mitigate the negative environmental, economic, health and social impacts of construction, demolition, operation and renovation while maximizing the facilities' positive fiscal, environmental and functional contribution. Sustainable development practices recognize the relationship between natural and built environments and seek to minimize the use of energy, water and other natural resources while providing maximum benefits and contribution to service levels to the system and the connecting infrastructures.

N. "Sustainable infrastructures" means those infrastructures and facilities that are designed, constructed and operated to optimize fiscal, environmental and functional performance for the lifecycle of the facility. Sustainable performance of infrastructure shall be determined through an integrated assessment, one that accounts for fiscal, environmental and functional costs and benefits, over the life of the facility.

O. "Sustainable Infrastructure Scorecard" is an alternative green building and sustainable development rating system developed by the county green building team as required by K.C.C. 18.17.020.E. The Sustainable Infrastructure Scorecard was developed for capital projects that are not eligible for the LEED rating system. (Ord. 17709 § 2, 2013: Ord. 17420 § 75, 2012: Ord. 16147 § 2, 2008. Formerly K.C.C. 2.95.005).

18.17.020 Policy.

A. The intent of this policy is to ensure that the planning, design, construction, remodeling, renovation, maintenance and operation of any King County-owned or financed capital project is consistent with the latest green building and sustainable development practices.

B. This policy applies to all King County-owned or lease-to-own capital projects, excluding projects that have already completed thirty percent of the design phase by August 1, 2014. This policy also applies to housing projects partly or totally financed by King County that are required by law to follow statewide green building standards in that

it requires such projects to report on the statewide green building standards.

C. All capital projects to which this chapter applies shall utilize relevant green building and sustainable development criteria to implement sustainable development practices in planning, design, construction and operation as set forth in this chapter.

D. All LEED-eligible new construction shall be registered through the United States Green Building Council and should plan for and achieve a LEED Platinum certification, as long as a Platinum certification can be achieved with no incremental cost impact to the general fund over the life of the asset and an incremental cost impact of no more than two percent to other funds over the life of the asset, as compared to a project that is not seeking a green building or sustainable development rating system certification. The incremental cost impact shall be determined as described in subsection G. of this section.

E. All LEED-eligible major remodels and renovations shall be registered through the United States Green Building Council and should plan for and achieve a LEED Gold certification, as long as a Gold certification can be achieved with no incremental cost impact to the general fund over the life of the asset and an incremental cost impact of no more than two percent to other funds over the life of the asset, as compared to a project that is not seeking a green building or sustainable development rating system certification. The incremental cost impact shall be determined as described in subsection G. of this section.

F. All capital projects, where the scope of the project or type of structure limits the ability to achieve LEED certification, shall incorporate cost-effective green building and sustainable development practices based on relevant LEED criteria and other applicable sustainable development goals and objectives. These projects shall use the King County or division-specific Sustainable Infrastructure Scorecard, along with guidelines for using the scorecard. Each Sustainable Infrastructure Scorecard project shall plan for and achieve a Platinum rating as long as a Platinum rating can be achieved with no incremental cost impact to the general fund over the life of the asset and an incremental cost impact of no more than two percent to other funds over the life of the asset as compared to a project not achieving a green building or sustainable development rating. The incremental cost impact shall be determined as described in subsection G. of this section. If a Platinum rating cannot be achieved with no incremental cost impact to the general fund and an incremental cost impact of no more than two percent to other funds over the life of the asset as compared to a project not achieving a green building or sustainable development rating, a Sustainable Infrastructure Scorecard project shall plan for and achieve a Gold rating. If a Gold rating cannot be achieved with no incremental cost impact to the general fund over the life of the asset and an incremental cost impact of no more than two percent to other funds over the life of the asset, Sustainable Infrastructure Scorecard projects shall plan for and achieve a silver rating where practicable. Silver is the lowest allowable rating for Sustainable Infrastructure Scorecard projects. For small, related capital projects that are implemented as part of a program, a project scorecard and reporting requirements may be done for the program rather than for each individual small project.

For reporting purposes, county divisions may apply a single Sustainable Infrastructure Scorecard for a bundle of small capital projects in the most efficient manner as determined by the county division director to reflect the division's line of business.

G.1. For each project subject to subsections E. and F. of this section, at or before the time the project has reached thirty percent of the design phase, the project team shall conduct an analysis that determines the incremental costs for achieving the rating required in subsection D. or E. of this section as compared to a project that is not seeking a green building or sustainable development rating system certification. The analysis shall include the up-front incremental construction costs, the up-front costs of

registration and certification and the present value of operations and maintenance cost savings over the life of the asset. For the purposes of this analysis, operations and maintenance cost savings shall be comprised of projected costs the county will incur over the life of the asset. The costs included in this analysis shall be quantifiable, documented and verifiable by third-party review upon project completion and thereafter.

2. At thirty percent of the design phase and project completion, the project team shall submit to the green building team a completed LEED checklist or Sustainable Infrastructure Scorecard that documents which LEED or scorecard points that the project expects to achieve.

3. For projects achieving a LEED rating, the project team shall ensure that energy efficiency is given the highest priority. Project teams shall submit a completed LEED checklist, which documents which LEED points the project team expects to achieve, to the green building team, initially at the schematic or thirty percent design phase of the project and then at the completion of the project.

4. If it is determined that costs are too high to achieve a LEED rating required in subsection D. or E. of this section, or that the project is unable to achieve that rating for technical reasons, projects shall achieve the highest rating possible with no incremental cost impact to the general fund over the life of the asset and an incremental cost impact of no more than two percent to other funds over the life of the asset as compared to a project that is not seeking a green building or sustainable development rating system certification. There may be extenuating circumstances for some LEED-eligible projects that make it cost prohibitive to achieve any level of LEED certification. These projects must submit a written summary to the director of the department managing the project for approval, documenting the reasons why the project is not getting a LEED certification.

H. All housing projects financed by King County and owned and managed by either a housing authority or nongovernmental agency under contract with King County that are required by RCW 39.35D.080 or other applicable authority to use a statewide green building standard for affordable housing, shall submit a copy of the green building standard checklist to the green building team. The department of community and human services shall submit the statewide green building standard checklist to the green building team at project completion.

I. Transit oriented development initiated by Metro transit shall follow the same green building standards and requirements as other King County capital projects. If required by RCW 39.35D.080 and other applicable authority, transit-oriented affordable housing projects in which the affordable housing is financed in whole or in part by King County shall follow the statewide green building standards.

J. A project may request use of an alternative green building or sustainability rating system in lieu of LEED or the Sustainable Infrastructure Scorecard. Alternative green building and sustainable rating systems include: the Evergreen Sustainable Development Standard, administered by the Washington state Department of Commerce; the Built Green Four-Star administered by the Master Builders Association of King and Snohomish Counties; Sustainable Sites Initiative Program, developed by the American Society of Landscape Architects and Lady Bird Johnson Wildflower Center and United States Botanical Garden; Salmon Safe founded by the Stewardship Partners; or the Living Building Challenge administered by the International Living Future Institute. A project manager shall make a request to use an alternative green building rating system to the department director responsible for that project and to the green building team if a project elects not to use the LEED Rating System. The project's department director in consultation with the Green Building Team, shall make the final determination. All projects using an alternative green building or sustainable development rating system shall plan for and achieve the highest certification level that

can be achieved with no incremental cost impact to the general fund over the life of the asset and an incremental cost impact of no more than two percent to other funds over the life of the asset, as compared to a project that is not seeking certification.

K. For those projects that only involve making either renewable energy improvements or energy efficiency improvements, or both, at or before the project has reached thirty percent of the design phase, the project team shall conduct an analysis that determines the incremental costs of making such improvements. The costs to be included in this analysis shall include the up-front incremental construction costs and the present value of the operations and maintenance cost savings over the life of the asset. For the purposes of this analysis, operations and maintenance cost savings shall be comprised of projected costs the county will incur over the life of the asset. The costs included in this analysis shall be quantifiable, documented and verifiable by third-party review upon project completion and thereafter.

L. To help achieve a standard level of green building operations in existing buildings, the green building team, in coordination with divisions that have capital project or building management staff and the GreenTools technical support team, shall develop a set of both mandatory and recommended green building operational guidelines for divisions to incorporate into their facility operations procedures. The guidelines shall provide direction on the use of green practices in minor remodels and renovations, water and energy conservation, waste reduction and recycling expectations, green cleaning standards and retrocommissioning to improve a facility's operating performance.

M.1. The executive shall report on the progress of implementing this section in accordance with K.C.C. 18.50.010. Reporting requirements and criteria for green building metrics shall be consistent with the annual environmental sustainability report on King County's climate, energy, green building and environmentally preferred purchasing programs and the Strategic Climate Action Plan. Required green building reporting criteria shall be included in the county's project information center database, managed by the office of performance, strategy and budget. The project information center database shall be compatible and function with all county division capital project management systems to streamline and avoid duplicative reporting efforts. The green building team's program manager shall have access to data in the project information center database. All divisions responsible for capital improvement projects or facility management shall provide information detailing the green building and sustainable development accomplishments for the previous year. The information shall be provided to the green building team, either in hard copy or electronically. Information to be submitted shall include, but not be limited to:

- a. the total number of capital projects a division is responsible for;
- b. the total number of LEED projects;
- c. the total number of Sustainable Infrastructure Scorecard projects;
- d. the total number of alternative green building or sustainable development rating system projects, and other sustainable development projects, such as historic restoration and adaptive reuse,;
- e. the additional costs associated with achieving LEED certification;
- f. the total number of projects using an integrative design process;
- g. the green building and sustainable development strategies employed;
- h. the operations and maintenance costs for all completed projects incorporating green building principles and practices and projects incorporating renewable energy or energy efficiency components, as well as the operations and maintenance costs that were projected before construction;
- i. the fiscal performance of all projects incorporating green building principles and practices including an accounting of all project costs and benefits that can be

quantified, documented and verified;

- j. projected and actual energy savings measured;
- k. projected and actual water savings;
- l. a construction and demolition plan and a construction and demolition report, both of which include the diversion percentage rate and tonnage;
- m. actual environmentally preferable products used;
- n. projected and actual greenhouse gas emissions and saving based on the reporting that is required in the project information center database; at minimum, greenhouse gas calculations shall include the greenhouse gas emissions associated with energy and water usage, transportation impacts and construction and demolition diversion. When possible the calculation shall include the greenhouse gas savings associated with use of green strategies and environmentally preferable products;
- o. projected and actual transportation impacts, including the transportation-related greenhouse gas emissions associated with the project; and
- p. other reporting criteria that may be identified in the future.

2. Housing projects financed by King County and owned by either a housing authority or nongovernmental agency under contract with King County are exempted from the annual reporting requirements under subsection M.1. of this section.

3. The green building team, along with other relevant sustainability programs, and the office of performance, strategy and budget shall develop and determine consistent understandable and relevant baselines and measurement units that are applicable to diverse lines of business. Reporting criteria and performance measures shall be consistent with other related environmental requirements.

4. The process for reporting for projects grouped by program shall be determined by each division with the course of action that best captures green building performance for small projects grouped by program. Divisions may consider joint review of its small projects with the green building team program manager for assistance with scorecard and annual reporting compliance.

N. Green building requirements should be included by the procurement services section of the department of executive services, where possible and appropriate, in capital design and construction contracts, bid documents and technical specifications. The project manager responsible for the capital project shall collaborate with procurement services section staff to determine where green building requirements are appropriate. As applicable, requests for proposals and qualifications should include a list or description of LEED experience. Procurement documents that relate to construction or capital projects shall cite this chapter. The green building team shall develop minimum standards for building projects that address the monitoring of energy and water using systems that help meet energy and climate goals, and provide real time interfaces to ensure ongoing efficient operations.

O. The green building team shall coordinate and share information about the use of sustainable development practices countywide and, with assistance from the GreenTools program, develop tools and training for project managers to implement this legislation. Its role includes:

- 1. Helping to assess regionally appropriate green building and sustainable development practices;
- 2. Developing regionally appropriate building and infrastructure design standards and guidelines;
- 3. Developing tools and procedures for assessing life-cycle fiscal, environmental and functional costs and benefits;
- 4. Convening and facilitating sustainable development planning and charrette workshops;
- 5. Evaluating performance of projects and facilities, including conducting post

occupancy surveys, energy and water use audits and evaluating benefits realized; and

6. Tracking and reporting progress on implementation of green building and sustainable development practices.

P. Each division with capital project, operations and maintenance, building management, permitting or housing staff shall designate one or more green building team member or members. The team member is expected to regularly attend meetings and actively participate in disseminating sustainable development practices information back to the respective division. Green building team members should also receive either specialized training or additional training, or both, in green building design and should be encouraged to achieve the LEED Accredited Professional designation, as appropriate.

Q. County capital improvement project managers that are currently managing or will manage projects that fit the criteria in subsections D. and E. of this section are responsible for attending appropriate LEED and sustainable development training and annual refresher courses. Trainings shall be coordinated by the green building team.

R. The GreenTools program shall provide technical support for the county green building team and to cities and the general public in the county as appropriate, including, but not limited to, training on LEED and other green building and sustainable development technologies, research, project review, assisting with budget analysis and convening groups to develop strategies and policies relating to green buildings and sustainable infrastructures.

S. The green building team shall work with the historic preservation program to develop a pilot format of the Sustainable Infrastructure Scorecard applicable to renovations of facilities listed under the county's historic preservation program and funded through King County. The preservation, restoration and adaptive reuse of existing buildings is an important green building strategy because historic preservation is, in itself, sustainable development. As part of the county green building strategy, the county shall preserve and restore the historic landmarks and properties eligible for landmark designation that are owned by the county, except in cases where a certificate of appropriateness is granted by the King County landmarks commission. Projects involving designated landmarks or properties that are eligible for landmark designation shall seek to maximize green building strategies such as natural daylighting and passive ventilation. However, the King County landmarks commission or other applicable regulatory body may waive requirements of this section upon issuing findings that strict compliance with this chapter would adversely affect the historic character of the resource in question, or that there are no feasible alternatives for preservation.

T. The green building and sustainable development practices in this policy are intended to ensure high performance in energy, water and waste reduction. In addition to the requirements of this chapter, the following minimum requirements shall be applied to all projects when applicable:

1. Meet energy and climate goals and performance requirements as directed in the King County Strategic Climate Action Plan, developed under K.C.C. chapter 18.25. The project team shall ensure that energy efficiency is given the highest priority;

2. Meet King County Surface Water Design Manual Standards and requirements, regardless of jurisdiction location. If a project is located in a jurisdiction where the surface water design manual standards and requirements are different than King County's, the project shall implement the more stringent requirement; and

3. By 2025, achieve an eighty-five percent diversion rate for construction and demolition materials with an eighty percent diversion rate achieved by 2016.

U. The King County Strategic Climate Action Plan includes goals and measures related to green building. To encourage green building practices on a community wide level, King County shall implement practices that will increase the awareness,

certification, and innovation in green building and sustainable development. Efforts shall include, but not be limited to, the following:

1. The department of permitting and environmental review shall develop a handbook that includes, but is not limited to: a comprehensive inventory of green building techniques and materials for relevant county customer base; a description of permitting application materials related to various green building techniques; and instructional details that inform county staff on how to review permitting applications that involve new or rarely-used green building techniques and materials;

2. The department of public health, water and land resources division of the department of natural resources and parks, and department of permitting and environmental review staff who review and approve permits related to development will receive training in green building and high performance rating systems, such as Built Green Emerald Star and the Living Building Challenge. An interagency review committee will be formed with members from permitting agencies, including the department of public health, water and land resources division of the department of natural resources and parks, department of permitting and environmental review and the Green Building Team, to facilitate review of projects that involve multiple green building systems and to facilitate approval of buildings using high performance rating systems or features;

3. The department of permitting and environmental review shall participate in the existing regional code collaboration to unify building department codes throughout King County that promote green building. The development of unified green codes encourages economic growth and environmental sustainability, and is an integral tenet of the King County Strategic Plan. Applicable code revisions will be adopted, with initial emphasis on minimum recycling requirements for construction and demolition projects; and

4. The department of public health, water and land resources division of the department of natural resources and parks and department of permitting and environmental review shall implement a Living Building Challenge demonstration ordinance in partnership with members of the regional code collaboration to promote and encourage carbon neutral buildings and development. These departments will utilize the International Living Future Institute's guidelines to develop best management practices associated with this certification. (Ord. 17709 § 7, 2013: Ord. 17709 § 3, 2013: Ord. 17166 § 6, 2011: Ord. 16147 § 3, 2008. Formerly K.C.C. 2.95.015).

18.17.030 Support - management - grant requirements (Expires December 31, 2013).

- A. The department of natural resources and parks shall continue the green building grant program established to provide incentives to the private sector, nonprofit organizations and suburban cities to adopt green building and sustainable development practices.

- B. Grant funding shall be supported by the solid waste division, the water and land resources division and the wastewater treatment division. Other county department and divisions may also participate in the grant program. Grant funding shall be identified annually, consistent with approved funding of each division's annual budget.

- C. Grant funds shall be managed by the GreenTools program in cooperation with the wastewater treatment and water and land resources divisions.

- D. Green building grant funding may go to residential or commercial projects that meet a discrete set of eligibility requirements, are in the service area of the division providing the grant funding and are selected in a competitive award process. Grant projects must provide educational opportunities to the public to increase the awareness

and benefits of green building and sustainable development in King County. (Ord. 16147 § 4, 2008. Formerly K.C.C. 2.95.025).

18.17.040 Lighting purchases - energy-efficient-outdoor light pollution reduction.

A. King County shall purchase the most cost-effective and energy-efficient lighting feasible and seek available financial incentives from appropriate entities, including but not limited to utilities.

B. All lighting purchases for the county for which there is a federal efficiency standard established in 10 CFR Sec. 430.32 (2009) shall meet or exceed those energy efficiency standards to the maximum extent feasible. The department director or designee shall make the determination as to whether it is feasible to meet these standards. In making a determination concerning the feasibility of installing lighting that complies with the federal efficiency standards, the department director or designee shall consider:

1. The life-cycle cost effectiveness of the lighting
2. The compatibility of the lighting with existing equipment;
3. Whether use of the lighting could result in interference with productivity or safety, and
4. The aesthetics relating to the use of the lighting.

C. Any new outdoor lighting installed on a county facility, that has output greater than one thousand eight hundred lumens must be fully shielded, except as exempted in subsection E. of this section. For the purposes of this section, "fully shielded" means the outdoor lighting fixture is one in which all light rays are projected below a horizontal plane running through the lowest point on the fixture where light is emitted.

D. Beginning July 1, 2015, all replacement lighting with output greater than one thousand eight hundred lumens on county facilities must be fully shielded, except as exempted in subsection E. of this section.

E. An action for reducing light pollution shall not be implemented if it is determined by the department director or designee that the action will reduce lighting deemed necessary for public safety. Further, the following lighting categories are exempted from this section:

1. Temporary lighting for construction projects;
2. Temporary emergency lighting used by police, fire departments or other emergency services;
3. Hazard warning lights required by federal law and regulatory agencies;
4. Seasonal and decorative lighting displays that use multiple low wattage bulbs
5. Navigation lights used for marine and aviation safety;
6. Historical buildings that meet the requirements of RCW 19.27.120
7. Road lighting if shielded lighting is in conflict with state or federal requirements;
8. Ball field lights, but only if the department of natural resources and parks has taken steps to minimize glare and light trespass; and
9. Exit signs, lighting for stairs and ramps. (Ord. 16769 1, 2010. Formerly K.C.C. 2.95.035).

18.20 ENVIRONMENTALLY PREFERABLE PRODUCT PROCUREMENT POLICY

Sections:

- | | |
|-----------|-----------|
| 18.20.010 | Purpose. |
| 18.20.020 | Policies. |

- 18.20.030 Double-sided printing - responsibility for setting defaults.
- 18.20.040 Rules and regulations for procurement of paper products.
- 18.20.050 Computer and electronic equipment recycling by departments - standards.
- 18.20.060 Rules and regulations for procurement of lubricating and fuel oils.
- 18.20.070 Responsibilities of departments.
- 18.20.080 Solid waste division responsibilities.
- 18.20.090 Procurement and contract services section responsibilities.
- 18.20.100 Exemptions.

18.20.010 Purpose. The purpose of this chapter is to ensure that King County agencies purchase recycled and other environmentally preferable products whenever the products meet the price and performance requirements of the county. (Ord. 14811 § 26, 2003: Ord. 9240 § 1, 1989. Formerly K.C.C. 10.16.010).

18.20.020 Policies.

A. Departments shall buy recycled and other preferable products whenever practicable.

B. The county shall require its contractors and consultants to use recycled and other environmentally preferable products whenever practicable.

C. The county shall promote the use of recycled and other environmentally preferable products by publicizing its environmental purchasing policy and its implementation, consistent with this chapter. (Ord. 15912 § 29, 2007: Ord. 14811 § 27, 2003: Ord. 9240 § 2, 1989. Formerly K.C.C. 10.16.020).

18.20.030 Double-sided printing - responsibility for setting defaults.

A. The office of information resource management is responsible for assisting executive departments in setting printers and printing preferences to double sided as the default setting.

B. Information technology service units in non-executive departments are responsible for assisting their respective departments in setting printers and printing preferences to double sided as the default setting. (Ord. 17074 § 1, 2011. Formerly K.C.C. 10.16.055).

18.20.040 Rules and regulations for procurement of paper products.

A. Beginning on or before January 1, 2012, and continuing thereafter, departments shall buy one-hundred-percent recycled paper for copy paper usage and purchase one-hundred-percent recycled paper for other printing needs whenever practicable, as determined by the department of executive services considering relevant factors, including availability and pricing.

B. Departments shall use recycled paper for all imprinted letterhead paper and business cards.

C. Departments shall publicize the county's use of recycled paper by including a recycling logo and an indication of recycled content on all printed material, to the extent practicable.

D. Departments shall set printers and copiers to double-sided as the default setting and ensure that personal computer printing preferences also default to double-sided printing, and begin implementation of other paper conservation strategies by January 1, 2012, in an effort to achieve a twenty percent reduction in copy paper usage in 2013 as compared to 2010 usage.

E. Departments shall require all contractors or consultants submitting proposals, reports and invoices to use recycled paper and use both sides of sheets of paper whenever practicable, when paper copies are required. (Ord. 17074 § 2, 2011: Ord. 15912 § 31, 2007: Ord. 14811 § 30, 2003: Ord. 9830 § 2, 1991: Ord. 9240 § 6, 1989. Formerly K.C.C. 10.16.060).

18.20.050 Computer and electronic equipment recycling by departments - standards.

A. Departments shall use recyclers that meet the Basel Action Network e-Stewards Standard for Responsible Recycling and Reuse of Electronic Equipment or comparable standard for all their nonworking computer and electronic equipment. These standards must include, but are not limited to:

1. Demonstrating that no hazardous e-waste is exported to a country that is not a member of the Organisation for Economic Cooperation and Development for refurbishment or recycling;
2. No prison or child labor are used in the recycling process;
3. Safe on-site handling of hazardous e-waste and monitoring of workplace toxins; accountability for the entirety of toxic materials throughout the downstream recycling chain; and
4. Provision of site-closure plans for those sites associated with recycling processes where potentially hazardous processing technologies have been used.

B. For the purposes of this section, computers and electronic equipment includes, but is not limited to, monitors, televisions, central processing units, circuit boards, power supplies, laptop computers, peripherals, video cassette recorders, digital video discs, cables, keyboards, mice, fax machines, printers, cell phones, telephones and stereos.

C. The procurement and contract services section of the department of executive services will ensure that an electronics recycling contract is available for all King County agencies to use. In preparing such an electronics recycling contract, the procurement and contract services section shall assure that standards other than the e-Stewards standards used by recyclers have been determined by the solid waste division of the department of natural resources and parks to be comparable. (Ord. 17085 § 2, 2011. Formerly K.C.C. 10.16.075).

18.20.060 Rules and regulations for procurement of lubricating and fuel oils.

A. Departments shall purchase environmentally preferable oils whenever practicable.

B. When department specify rerefined lubricating oil in procurements, they shall purchase rerefined oil if the price is no more than ten percent higher than the price of nonrerefined oil. (Ord. 14811 § 31, 2003: Ord. 9240 § 9, 1989. Formerly K.C.C. 10.16.090).

18.20.070 Responsibilities of departments. All departments are responsible for:

A. Assigning appropriate personnel to evaluate opportunities for buying recycled and other environmentally preferable products reflected in federal guidance or communicated by the procurement and contract services section;

B. Purchasing recycled and other environmentally preferable products whenever practicable; and

C. Reporting evaluation results and purchases of recycled and other environmentally preferable products to the procurement and contract service section by February 28 of each year

D. Educating employees in paper conservation practices and implementing paper reduction strategies, such as increasing use of electronic drafts, and reducing the standard number of document copies wherever practicable.

E. Working with the appropriate information technology service units and copier service providers to ensure printing and copying preferences are set to double sided as the default setting. (Ord. 17074 § 3, 2011: Ord. 15912 § 32, 2007: Ord. 14811 § 32, 2003: Ord. 9240 § 16, 1989. Formerly K.C.C. 10.16.160).

18.20.080 Solid waste division responsibilities. The solid waste division is responsible for:

A. Providing information and technical assistance to local governments, schools, colleges and other public and private organizations to increase their purchase of recycled and other environmentally preferable products;

B. Preparing press releases and fact sheets publicizing the successes of the program;

C. Assisting the procurement and contract services section in fulfilling its responsibilities under this chapter; and

D. Providing technical assistance to county departments in evaluating paper reduction strategies and educating employees in implementing paper conservation measures. (Ord. 17166 § 12, 2011: Ord. 17074 § 4, 2011: Ord. 15912 § 33, 2007: Ord. 9240 § 17, 1989. Formerly K.C.C. 10.16.170).

18.20.090 Procurement and contract services section responsibilities. The procurement and contract services section is responsible for:

- A. Assigning appropriate personnel to fulfill the requirements of this policy;
- B. Preparing or revising bid documents and contract language where necessary to implement this chapter;
- C. Researching opportunities for procurement of recycled and other environmentally preferable products and communicating these to appropriate county departments for evaluation and purchase;
- D. Collecting data on purchases by departments of recycled and other environmentally preferable products; and
- E. Preparing information and staff support as necessary for the preparation of the report required in K.C.C. 18.50.010. (Ord. 17166 § 14, 2011: Ord. 17085 § 4, 2011: Ord. 14811 § 35, 2003: Ord. 9240 § 18, 1989. Formerly K.C.C. 10.16.180).

18.20.100 Exemptions. Nothing in this chapter shall be construed as requiring a department or contractor to procure products that do not perform adequately for their intended end use or are not available at a reasonable price in a reasonable period of time. (Ord. 9240 § 19, 1989. Formerly K.C.C. 10.16.190).

18.25 STRATEGIC CLIMATE ACTION PLAN

Sections:

18.25.010 Strategic climate action plan – development – updates - reports.

18.25.010 Strategic climate action plan – development – updates – reports.

A.1. The executive shall develop a strategic climate action plan that uses the King County Strategic Plan 2010-2014, adopted by Ordinance 16897, as the organizing framework. The first strategic climate action plan shall be transmitted by June 29, 2012, with a motion adopting the plan. Given the relatively short timeframe for completion of the initial climate strategic plan, the scope will focus primarily on county operations and activities that the county can influence through its direct operations, and will integrate and refine current policies, plans, interlocal collaborations, and performance measures. The strategic climate action plan shall include the following:

a. the identification of specific objectives, strategies and priority actions for reducing emissions and mitigating climate impacts. The list of strategies shall be sufficiently detailed to provide clear guidance on how King County can directly affect the outcomes of reducing emissions and addressing the impact of climate change in King County;

b. related strategies, program activities and targets from the 2010 Energy Plan adopted by Motion 13368, given the highly dependent relationship of reductions in climate pollution of both energy efficiency improvements and the strategic climate action plan; and

c. performance measures and related targets for both operational emissions and implementation of priority strategies that advance the strategic climate action plan.

2. In developing the King County strategic climate action plan, the executive shall review climate change related plans being developed by other municipalities, including the city of Seattle's climate action plan, and identify any opportunities for partnerships with cities or strategies or activities that could be incorporated as part of the King County climate strategic plan.

3. The council recognizes that the climate change related strategies identified in the King County Strategic Plan 2010-2014 may benefit from revision and thus the strategies identified for the climate action plan transmitted by June 29, 2012, should build upon and refine the strategies, activities, and performance targets identified as part of the King County Strategic Plan 2010-2014.

4. Subsequently, the executive shall transmit an update to the strategic climate action plan by June 29, 2015, for adoption by motion. Updates shall include the requirements of subsection A. of this section and should also identify community-level actions the county can implement to reduce climate pollution and prepare for the impacts of climate change. Given the strong interdependence between climate emissions and energy use, the King County Energy Plan will be combined and integrated with the 2012 update of the strategic climate action plan.

5. Consistent with the county's strategic planning cycle, updates after 2015 will occur at least every five years, unless more frequent updates are needed to respond to changing information about emissions sources, performance relative to targets, new technologies, or a changing regulatory context.

6. Progress in achieving strategic climate action plan performance measure targets and accomplishment of priority actions identified in subsection A.1.c., as well as findings outlining recommendations for changes in policies, priorities and capital investments, shall be reported and transmitted to council annually. The progress report shall be included as part of the report required in K.C.C. 18.50.010.

B. Future updates to climate-related objectives and strategies in the King County Strategic Plan should be informed by the strategic climate action plan.

C. The executive must transmit the legislation and reports required to be submitted by this section in the form of a paper original and an electronic copy with the clerk of the council, who shall retain the original and provide an electronic copy to all councilmembers, the council chief of staff and the lead staff for the transportation, economy and environment committee or its successor. (Ord. 17270 § 2, 2012).

18.50 REPORTING

Sections:

18.50.010 Annual report.

18.50.010 Annual report. The executive shall transmit by June 30 of each year a report on the county's major environmental sustainability programs intended to reduce energy use, climate emissions and resource use. The executive shall transmit the report to council, filed in the form of a paper original and an electronic copy with the clerk of the council, who shall retain the original and provide an electronic copy to all councilmembers, the council chief of staff and the lead staff for the transportation economy and environment committee or its successor. The report shall cover the climate change, energy, green building and environmental purchasing programs. For each of these programs, the executive shall describe the major accomplishments and include a summary of performance relative to key environmental goals and indicators, challenges and opportunities and recommendations. The report shall be structured in a way that links actual performance to established goals and indicators and can guide policy choices, program priorities and investments in capital projects. The report required in K.C.C. 18.25.010.A.6 shall be included as part of the report. The report should address the following:

A. The climate change program, including:

1. The greenhouse gas emissions reduction targets for both county government operations and the county as a whole and actions to reduce operational and community scale greenhouse gas emissions;

2. Specific climate mitigation and adaptation strategies, performance measures and targets;

3. All expenses associated with the climate change program; and

4. A cost-benefit analysis of the program;

B. The energy program, including energy targets established in the 2010 Energy Plan;

C. The green building program, including:

1. The total number of capital projects for which a division is responsible, and the number of LEED projects and other sustainable development projects, such as historic restoration and adaptive reuse, and their status;

2. The additional costs associated with achieving LEED certification;

3. The total number of non-LEED projects that have completed a sustainable development scorecard;
 4. The green strategies employed;
 5. The operations and maintenance costs for all completed projects incorporating green building principles and practices and projects incorporating renewable energy or energy efficiency components, as well as the operations and maintenance costs that were projected before construction;
 6. The reductions in greenhouse gas emissions;
 7. The construction waste recycled; renewable resources used;
 8. The green materials used; and
 9. The fiscal performance of all projects incorporating green building principles and practices including an accounting of all project costs and benefits that can be quantified, documented and verified; and
- D. The environmental purchasing program, including:
1. Quantities, costs and types of recycled and other environmentally preferable products purchased, and quantities of computers and electronics recycled;
 2. A summary of savings achieved through the purchase of recycled and other environmentally preferable products;
 3. A summary of program promotional efforts; and
 4. Recommendations for changes in procurement policies. (Ord. 17270 § 3, 2012: Ord. 17166 § 2, 2011).